



**Minutes of AAA Board Videoconference
14 July 2020**

1. CONVENING OF MEETING

1.1. **WELCOME** Acting President Prue Walduck declared the meeting open at 14.00

PRESENT: Prue Walduck; Sarah Wheeler; Trevor Parry, Carolyn Austin; Cathi McMullen; Mick Williams; Brett Fallon

IN ATTENDANCE: Amanda Olthof

1.2. **APOLOGIES:** Andrew Munn

1.3. **REGISTER OF DECLARATION OF INTEREST** - It was noted by the Chair that the Register was to be used by directors for any listed agenda items or anomalies that arise during the meeting where an interest needs to be declared.

1.4. **WORK HEALTH AND SAFETY WHS** No issues

2. OVERVIEW

The Chair stated that she has called the meeting due to the suggestion of Board members that shorter, one hour meetings are more effective to deal with a couple of issues at a time. This is the first meeting being held using the Our Cat Herder portal.

3. Committee Funding

When the AAA sold AAFL shares in 2018, the proceeds were used to establish accounts for future use – Research and Development, Youth Development and Commercialisation and Market Development. Each of these accounts received an initial injection of funds and amounts were set aside in the budget each month to grow these three accounts for future industry use. In December 2019, due to budgetary pressure, the Treasurer ceased these monthly transfers. The last transfers were made in November 2019.

B20M72 The Board **RESOLVED** to ratify and acknowledges the decision made by the Treasurer in November 2019 to cease monthly financial transfers to accounts set aside for Youth Development, Research and Development and Commercialisation and Market Development due to budgetary pressures.

[CA/BF CARRIED]

4. ABN CANCELLATION

The organisation was previously an association incorporated in Victoria – Australian Alpaca Association INC. In 2009, when the AAA became a company limited by guarantee (Australian Alpaca Association LTD), the GST status was cancelled, however the old ABN was never cancelled in an oversight.

B20M73 The Board **RESOLVED** to appoint Chief Executive Officer Amanda Olthof as Public Officer and Secretary of the Australian Alpaca Association INCORPORATED to enable the old ABN ([33 710 945 160](#)) to be cancelled.

5. AAA AGM

The 2019-20 financial audit could not be completed in the in the allocated timeframe by the auditors and they are unable to return until the end of September. The AGM date was discussed and the need to push back.

B20M74 The Board **RESOLVED** that the 2020 AGM be held at 8.30 pm Monday 23 November via zoom



6. QAlpaca

Prue raised a point of order that there was a standing resolution to form a working party to further discuss QAlpaca going forward. Prue had resigned from the working group. The working group was never established and Sarah proposed to disband the working group to ensure fairness to the existing Biosecurity Working Group who have put in effort into the QAlpaca proposal and were awaiting Board approval. Sarah explained the need to go to tender to ensure program is in line with animal health requirements and government directions and expectations. Cathi expressed the need to get big breeder and practical veterinarian buy-in.

The Board agreed to rescind the previous agreement of 3 June meeting that a working group (Sarah, Cathi, Mick and Prue) develop an improved response to biosecurity for the industry.

The Board will reconvene the discussion at the next meeting once there is adequate information to enable a decision. Cathi requested that she submit an alternate paper on QAlpaca for Board consideration.

7. AYE Portfolio

It was acknowledged by the Board that Brett has taken on the AYE portfolio and has been liaising with the AYE committee and chair to ensure some forward movement on the AYE portfolio.

Brett presented a set of draft governing rules that will not require constitutional change and a draft revised AYE charter for information and discussion only.

Brett also reported that the AYE have been working on an operational manual, process for judges being upgraded/approved, and paraders convenors manual, which have not yet been presented to the Board.

The model put forward within the draft Youth Group Governing Rules are based on replication of the Regions with some key amendments to allow for practicality and the processes already in place for existing youth groups.

Discussion about concern that members under 18 years will risk burnout if they have responsibilities. Shadow committee member roles elaborated on.

Final version of the Governing Rules to come to next meeting, with the other AYE documents ready to be approved by the board

AYE charter discussed and needs further discussion on composition and number of members from each state and their roles.

Board discussed the AYE budget requests. AYE and Youth Groups have not had access to funding at a national level before.

Concern was raised for the value of the proposed judges parader workshop to youth members.

Undisputed concerns raised with the majority of funding being allocated in the first year. Agreed some balance was required.

Request made for any funding for training to be supported by a syllabus, with clear outcomes.

Possibility raised of this being undertaken jointly with the Education portfolio. Agreed that some training has to be in person. Some could be via online models that would be current and accessible to all areas of AAA. Recommendation made that each state gets some level of funding from the development fund to assist with expansion of the new proposed Youth Groups.

Proposed spending within the budgets from their existing funds were accepted.

B20M75 The Board **RESOLVED** to budget \$10,000 to AYE. This will comprise up to \$3000 (\$500 per youth group) and up to \$7000 for the development of education and training programs. Funding on each program to be subject to the parade judges training syllabus and youth camp syllabus being delivered.

Brett presented a proposal to amend fee structure to allow for family memberships and make it more affordable and attractive for parents and siblings to join the AAA as members.

Youth/Education Membership for immediate families to be \$50 (flat fee irrespective of the number of children included), and for an "Introduction Pack" to be available to each new paying youth membership up to \$50 in value included. Examples of what may be included in this pack are an Introduction to Alpacas booklet and an Alpaca Youth T-shirt.

School membership fee to remain nil for 2021 FY, with the intention of this being increased to a nominal fee prior to 2022 FY.

Associate Membership fee to remain unchanged, to allow for non-breeding participants in our industry to be members.

New class of Membership to be established as per Clause 4.1 of the Constitution for a "Family Member". Nil membership fee proposed, as this is only applicable to the immediate family members of existing Full/Joint Members, Youth Members, or Associate Members. Propose these new Family Members have the same rights as an Associate Member but can be less than 18 years of age.

All memberships to be processed via Ealpaca if possible. Any changes required to eAlpaca to be clarified before implementation.

B20M76 The Board **RESOLVED** that the additional class of member, known as a Family Member. Nil membership fee, as only applicable to immediate family members and/or carers of existing Full/Joint Members, Youth Members, or Associate Members. Include the same rights and limitation as an Associate Member, except for age. (pending eAlpaca changes)

B20M77 The Board **RESOLVED** that the Youth Membership is amended to a flat cost of \$50 per membership, irrespective of the number of siblings under 18 included (pending eAlpaca changes)

B20M78 The Board **RESOLVED** that a youth member pack up to the value of \$50 to be developed for the first year of a youth membership only. Maximum of one pack per youth membership.

The Board agreed the costs associated with changing Ealpaca to include all AAA Events to be investigated. Discussed some of the benefits including reducing some key risks. Clarification required whether a non-member or guest can enter a show or event. Trevor to follow up.

The changes to Ealpaca also need to consider date of birth for youth members.



TP to clarify whether a non-member or guest can enter a show or event. A “how to” sheet to be prepared to show how to do this.

Discussion was held around the approval process for the Paraders competition Judges. Next board meeting will include the recommended process from the AYE committee. Board was presented with existing list of Paraders Judges and Apprentices to approve. All confirmed except for 5 listed as inactive. Action – Brett to go back to the AYE about the 5 apprentices that have gone through.

Upcoming meetings

- Board meeting 30 July
- AGM 23 November.

Meeting closed 16:10

A handwritten signature in blue ink, appearing to be 'Brett', written over a light blue background.

Minutes ratified 30 July 2020

Confirmed